

## ALASKA DEPARTMENT OF FISH AND GAME

# **GROUND FISH REPORTING REQUIREMENTS = 2003 =**

The following information is intended as a guide to aid the prospective fisher, buyer, processor, and/or exporter of groundfish with the reporting and permitting requirements of the state of Alaska. This is only a guide and not a complete summary of all applicable state regulations. For additional clarification, contact your nearest Alaska Department of Fish and Game (ADF&G) office.

### **BACKGROUND**

A person, company, firm, or other organization who is the first purchaser of raw fish, or who catches and processes fish or byproducts of fish, or who catches and has fish or byproducts of fish processed by another person or company is required to annually complete and submit an ALASKA SEAFOOD PROCESSOR AND EXPORTER LICENSE AND PERMIT APPLICATION, INTENT TO OPERATE. Likewise, a person who transports an unprocessed seafood or fishery product outside of Alaska must also complete this application. Once submitted, a unique processor identification number is issued with a metal plate to be imprinted on all completed fish tickets at the point of sale or landing. The plate contains the processor code, the processor name, and the year the plate is valid.

Bait or dockside sellers (fishers who catch and sell unprocessed product, such as sales to the general public dockside or bait sales to other commercial fishers) must complete and submit the CATCHER/SELLER APPLICATION. Once submitted, a unique processor identification number and metal plate are issued.

Only licensed buyers, processors, exporters or catcher/sellers may obtain ADF&G fish tickets. Alaska Seafood Processor and Exporter License and Permit Applications are available from ADF&G. Requests should be made to Sheila Amestoy, (907) 465-6131. The application is also available on the ADF&G website at [www.cf.adfg.state.ak.us](http://www.cf.adfg.state.ak.us), under the title of INTENT TO OPERATE. The application provides information on obtaining fish tickets.

Fish tickets are forms to document the landing, harvest, and sale of fisheries resources. ADF&G has produced many fish ticket forms to meet the requirements of unique fisheries. *Figure 1* located on page 3, and *Figure 2* located on page 4, illustrate the two groundfish fish ticket forms. The information submitted to ADF&G on these forms is considered confidential and is protected from unauthorized disclosure under Alaska Statute (AS) 16.05.815. The fish ticket is considered a legal document and requires the signature of the permit holder (skipper or operator) and the receiver (buyer). Selected **Alaska Statute, Sec. 16.05.690 (b)** states: **A person may not knowingly enter false information on a fish ticket or supply false information to a person who is recording information on a fish ticket.**

Subject to confidentiality constraints, the information recorded on ADF&G fish tickets is used by fisheries managers, biologists, industry (both processors and fishers), and economists. Managers use the information as a guide to harvest activities (extraction

from the resource) and yield from those resources. Biologists use harvest data to assess stock viability and conditions for sustainable yield, while industry uses the information to determine the value of a fishery based on market conditions. Economists use pricing information to assess the value of a fishery and economic effects to communities and users of the resource. Fishers benefit from the fish ticket by being able to prove past participation in fisheries for limited entry/moratorium/quota allocation programs, if and when they arise.

All required elements of the fish ticket must be completed prior to submission to the nearest ADF&G office **within seven days of the landing date**. ADF&G office locations, addresses, and telephone numbers are provided in the attachment to this document. \_\_\_\_

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## **DOCUMENTATION OF HARVEST ON GROUND FISH TICKETS**

Groundfish harvest is recorded on a **G** ticket - Groundfish Fish Ticket (*Figure 1*). The **P** ticket – Pacific Halibut Fish Ticket (*Figure 2*), was developed specifically for halibut and should be utilized to document sablefish harvest. As a general rule, fish tickets must be submitted for all sales and/or processing of fish within the state of Alaska. The state of Alaska boundary extends three nautical miles from shore. Additionally, the state maintains authority over groundfish harvested within the inside waters of Southeast Alaska - in Dixon Entrance. The state also maintains authority over certain fisheries in federal waters (Exclusive Economic Zone - EEZ). These fisheries include the targeted harvest of :

- a) Lingcod
- b) Demersal Shelf Rockfish:  
(Canary, China, Copper, Quillback, Rosethorn, Tiger,  
and Yelloweye) – Southeast Alaska, NMFS Reporting Areas 650 and 659
- c) Black and Blue Rockfish (Gulf of Alaska only).

Harvest must be recorded on a fish ticket and submitted **within seven days** to the nearest ADF&G office. Completion and submission of a fish ticket is required for:

- a) shorebased processing facilities within the state of Alaska (including Alaska state waters);
- b) catcher/sellers conducting sales to the general public dockside or bait sales to other commercial fishers;
- c) exporters of unprocessed fish (live or raw);
- d) catcher/processor vessels operating within Alaska state waters;
- e) catcher/processor vessels operating outside of 3-miles targeting:
  - 1) Demersal Shelf Rockfish – Southeast Alaska, NMFS Reporting Areas 650 and 659
  - 2) Black and/or Blue Rockfish (Gulf of Alaska only)
  - 3) Lingcod
  - 4) any groundfish in Dixon Entrance in Southeast Alaska.
- f) floating processor/buyer vessels operating within 3 miles;
- g) floating processor/buyer vessels operating outside of 3 miles as mentioned in e);
- h) all harvest in state or federal waters connection with a Community Development Quota (CDQ) Program fishery;
- i) mothership operators, per NMFS regulations, 50 CFR part 679.

Additionally, all CDQ operators must complete and submit fish tickets at least once a week. (See the CDQ section of this document).

ADF&G also maintains records of harvest submitted on fish tickets where the reporting of harvest may not be required (voluntary reporting). For example, individuals, vessels, and processors operating in some fisheries solely in the EEZ (managed by NMFS) may wish to report harvest on fish tickets to document participation in these fisheries.

If you have questions regarding the Alaska Seafood Processor and Exporter License and Permit Application, contact Sheila Amestoy at (907) 465-6131, fax (907) 465-2604. Her email address is [Sheila\\_Amestoy@fishgame.state.ak.us](mailto:Sheila_Amestoy@fishgame.state.ak.us). Questions regarding ADF&G fish tickets should be directed to Division of Commercial Fisheries at (907) 465-4210.

## INSTRUCTIONS FOR COMPLETION OF THE ADF&G GROUND FISH TICKET

Following are requirements for completion of an ADF&G Series **G** and **P** fish ticket as required by Alaska Administrative Code 5 AAC 39.130. If you are unsure of correct procedures, contact the local ADF&G office commercial fishery representative. ADF&G office locations, addresses, and telephone numbers are provided in the attachment to this document. Tickets that are not completed in the proper format, or are incomplete, are potentially subject to prosecution under non-compliance regulations.

The ADF&G fish ticket is to be completed at the time of landing and submitted within seven days to the ADF&G local office in the area where the fish were harvested.

The diagram shows a rectangular form representing the upper left portion of a fish ticket. Numbered arrows point to specific fields:

- 1.** Points to the **Vessel Name** field.
- 2.** Points to the **Fishery Name Permit Number** field.
- 3.** Points to the **CDQ No. if applicable** field.
- 4.** Points to the **ADF&G NO.** field.
- 5.** Points to the **Proc. Code** field.
- 6.** Points to the **Date Fishing Began (Gear in Water)** field.
- 7.** Points to the **Date Landed** field.

Other fields visible in the form include **Company** and a blank line for a signature or note.

*Figure 3  
The upper left hand portion of the fish ticket.  
Vessel, processor, CDQ No., and date information.*

The following information must be provided on each series **G** or **P** ADF&G fish ticket submitted:

1. **Vessel Name** (Figure 3) – the name of the vessel utilized to harvest the documented catch. The vessel utilized to harvest the catch must correspond to the ADF&G vessel name printed on the CFEC permit card as well as the ADF&G vessel number. If the vessel utilized for harvest is different from the vessel listed on the CFEC permit card, the correct vessel name and ADF&G vessel number must be hand written in the spaces provided (Item 4).
2. **Commercial Fisheries Entry Commission (CFEC) Permit Number** (Figure 3) – an imprint of this card is required by state regulation (5 ACC 39.130c(9)) for all tickets submitted. The card contains information regarding the fishery name, name of the licensee, fishery/permit number, and ADF&G vessel name and vessel number. It is **MANDATORY** that the permit card be imprinted onto the fish ticket. It may not be handwritten or typed. If you do not have an imprint machine, you can make the imprint by aligning the card in the appropriate area underneath the ticket and then rub over the top of the ticket with a pencil. The permit information must be **legible**.

The permit card must be current for the calendar year and appropriate to the area, gear and harvest.

CFEC regulation (20 AAC 05.110) requires that **each** Individual Fishery Quota (IFQ) quota shareholder jointly fishing quota shares on a single trip possess a valid interim-use permit. Each shareholder fishing IFQ quota shares must complete a separate fish ticket for his or her portion of the harvest. When completing each fish ticket, check the box titled “Multiple IFQ Permits” to identify the tickets as representing a single landing. Please record the fish ticket number of the corresponding fish ticket(s) in the space provided below the partial delivery check box. The fish ticket number is located in the upper right hand corner of each fish ticket.

In order to document sablefish and halibut harvest from a single trip on separate CFEC interim-use permit cards, separate fish tickets must be completed and submitted, noting on each ticket that the record represents **a portion of the delivery** by checking the box titled **Partial Delivery** (Figure 7). Please record the fish ticket number on the corresponding fish ticket(s) in the space provided below the partial delivery check box.

3. **CDQ Number (if applicable)** (Figure 3) – the CDQ number **must be provided** if the landing originates from a Community Development Quota harvest. A fish ticket must record only one CDQ harvest, in other words, more than one quota fished simultaneously requires separate fish ticket documentation. CDQ and non-CDQ harvest may not be recorded on the same fish ticket. CDQ harvest requires no unique species codes. Documentation of a partial delivery for CDQ is the same as outlined above for IFQ.
4. **ADF&G Vessel Number** (Figure 3) – the vessel identification number utilized to harvest the documented catch. The vessel number should correspond to the Vessel Name (item 1), and must be handwritten in the box provided when using a different vessel from that listed on the CFEC permit.
5. **ADF&G Processor Code and Company** (Figure 3) – an imprint of the processor identification code/company name and valid year plate issued upon the completion and submission on the Alaska Seafood Processor and Exporter License and Permit Application, Intent to Operate. The processor code must be imprinted on the ticket as described in Item 2, listed above. The processor code may not be handwritten on the fish ticket.

The processor identification code plate that indicates the **owner** (buyer) of the seafood should be recorded on the fish ticket. Processors providing custom processing services for the owner of the seafood should not use their processor identification code plate when completing a fish ticket.

6. **Date Fishing Began** (Figure 3) – the month and day (and year) on which fishing began, **when the gear went into the water**.
7. **Date Landed** (Figure 3) – the month and day (and year) on which the fish were off-loaded or transshipped from the catcher vessel to the purchaser (i.e., mothership processor). If the off-load process takes more than 1 day, enter the day on which the off-load was completed.

8. →	Port of Landing or off-shore operation type
9. →	Type of Gear used

Figure 4  
Upper center portion of the fish ticket.  
Port and Gear Information

8. **Port of Landing or Offshore Operation Type** (*Figure 4*) – the location where the fish were processed (i.e., the shorebased plant location). The port of landing for tender operations is the location of the shorebased plant that processes the fish. If at sea, the port is defined as the type of operation:

**FLD** – Floating processor or mothership  
**FCP** – Floating catcher processor  
**IFP** – Inside Alaska state waters/ floating processor  
 (to be utilized when processing inside state waters)  
**FLB** – Bait seller at sea

9. **Type of Gear Used** (*Figure 4*) – specify the type of gear utilized to harvest the catch being recorded. Each gear type requires the initiation of a new fish ticket. Utilize only ADF&G gear codes as provided by the department. The fish ticket gear codes are located on the front cover of each Groundfish Fish Ticket Booklet.

STATISTICAL AREA WORKSHEET			
Stat. Area	%	Stat. Area	%

*Figure 5*  
 Upper right hand portion of the fish ticket  
 Statistical Area Worksheet.

10. **Statistical Area** (*Figures 5 & 6*) – also referred to as the statarea, is the six-digit ADF&G groundfish statistical area denoting the actual area of catch. Groundfish statistical area charts may be obtained from your local ADF&G office. The National Marine Fisheries Service (NMFS) and the International Pacific Halibut Commission (IPHC) reporting area codes may not be utilized to substitute for ADF&G statistical area codes. You may enter the area of catch in one of two ways:

A) **Statistical Area Worksheet** (*Figure 5*) – in the top right corner of the **G** and **P** ticket, you will find a grid labeled “Statistical Area Worksheet.” This area may be utilized to document a single statistical area or multiple statistical areas. The recording of multiple statistical areas in the Worksheet requires that the following criteria be met:

- 1) the species that are caught and discarded are equally distributed across **all** statistical areas fished; and
- 2) all statistical areas fished are open to the species fished.

If the above criteria are met, enter all of the statistical areas that were fished in the boxes labeled **Stat. Area** and enter the estimated percentage of the catch taken in that area in the boxes labeled “%” that correspond to the appropriate statistical area. The sum of the itemized “%” column must equal 100%. If all of the species recorded on the ticket were from a single statistical area, enter that area as 100%.

If you utilize the **Statistical Area Worksheet**, there is no need to enter the statistical area code anywhere else on the fish ticket.



SPECIES	CODE	STAT AREA
Sablefish	710	

*Figure 6*  
*Product Purchase (itemized catch) portion of the fish ticket.*  
*Stat Area Column*

- B) **Stat Area Column** (*Figure 6*) – within the body of the ticket (rows and columns to record catch) is an area to record statistical area. If the above criteria are not met, you **cannot utilize** the Statistical Area Worksheet method to record the area of catch. In this case, you must list all of the applicable statistical area codes in the corresponding column on the fish ticket for each species caught in that area.

At-sea processors frequently remain at sea for several days or weeks and harvest from several statistical areas. When the vessel has harvested fish from 10 statistical areas, a fish ticket must be completed. Each fish ticket may be utilized to document only 10 statistical areas of harvest. Document harvest from all additional statistical area(s) on a second fish ticket.

<b>PARTIAL DELIVERY:</b>	
<input type="checkbox"/> Multiple IFQ Permits	Ticket # _____
<input type="checkbox"/> Partial Delivery	Processor _____
Ticket # _____	Ticket # _____
Processor _____	Processor _____

*Figure 7*  
*Upper right hand portion of the fish ticket*  
*Partial Delivery Information*

1. **Partial or Split Delivery** (*Figure 7*) – The harvest from a single fishing trip can be documented on more than one fish ticket, either split among IFQ quota shareholders, divided for multiple fishery bycatch caps or permits, or delivered to more than one processor. To help ADF&G better understand fishing effort and for enforcement purposes, all tickets that represent only a portion of the fishing trip's harvest **MUST** be identified as a partial delivery.

If the vessel's harvest was divided among several IFQ shareholders' permits, check the box labeled **Multiple IFQ permits**. If the fish ticket represents only a portion of the vessel's trip catch (multiple deliveries to the same processing plant or more than one processor, or multiple permits other than IFQ), check the box labeled **Partial Delivery**.

Just below the check box, in the space labeled **Ticket #**, write the fish ticket number(s) of all other tickets representing the fishing trip's harvest. The fish ticket number is located on the upper right hand corner of each ticket (begins with a **G** or **P**). As an example, the fish ticket number from the illustration on page 3, Figure 1, is G02000280. The space provided for processor company name can be utilized for additional fish ticket numbers.

If the harvest was delivered to another processing plant, provide the full name of the other processing plant.

**GENERAL COMMENTS**  
**REPORTING POUNDS ON GROUNDFISH FISH TICKETS**

The ADF&G fish ticket is designed to record the LANDED weight of the catch. In other words, the processor should indicate the weight of the catch and the delivery condition of the fish at the point the catch is weighed. For example, if the catch is bled at the time of weight, indicate the pounds of catch and the appropriate delivery condition code, bled = 03. The delivery condition code identifies a rate utilized to compute from landed catch weight to whole weight.

Many at-sea catcher-processors weigh catch after it has been processed into product and at the time of off-loading. Again, record the weight of the catch and the delivery condition of the fish at the point it is weighed. For example, if the catch has been processed and is in the form of deep skin fillets at the point it is weighed, indicate the pounds of the catch (the fillets) and the appropriate delivery condition code, deep skin fillets = 24.

Round (whole) weight will be calculated during ADF&G data entry from the landed pounds and the appropriate product recovery rate associated with the reported delivery condition code. In other words, landed pounds divided by the delivery condition code recovery rate = whole fish weight.

INCORRECT REPORTING OF ROUND WEIGHT WITH A PROCESSED PRODUCT DELIVERY CONDITION CODE MAY RESULT IN SIGNIFICANT **(OVER)** MISCALCULATION OF THE ACTUAL WEIGHT OF THE CATCH, WITH POSSIBLE IMPLICATIONS FOR SEASON CLOSURE AND TAX ASSESSMENT.

[illegible]

**Figure 8**  
**Product Purchase (itemized catch) portion of the fish ticket.**  
**Species Information**

2. **Species** (Figure 8) – list the catch by species from the ADF&G Fish Ticket Codes, Groundfish/Shellfish, dated **2002**. The specific species code must be indicated and is very

important for management purposes. Group codes, such as, shallow or deep-water flatfish, general flounder, unspecified (demersal, pelagic, or shelf) rockfish, **may not** be utilized. All species – including landed harvest, discards at sea and at the dock, personal use, and retained bait -- must be specifically identified and recorded on the fish ticket.

Discards at sea and at the dock must also be recorded in pounds on the fish ticket.

Discards –Not Sold: Specify Species, Disposition and LBS.						

*Figure 9*  
*Lower right hand portion of the fish ticket.*  
*Discard Information*

Prohibited species must be identified, discarded at sea, and recorded on the fish ticket as **each animal** and if possible, as pounds. Please indicate or label the entry for Prohibited Species as “Each” or “Ea.” and “Pounds” or “LB.”

#### **Prohibited Species and Codes**

##### **Finfish**

Chinook Salmon	410
Sockeye Salmon	420
Coho Salmon	430
Pink Salmon	440
Chum Salmon	450
Pacific Herring	235

##### **Crab**

Bairdi Tanner Crab	931
Opilio Snow Crab	932
Red King Crab	921
Blue King Crab	922
Brown (Golden) King Crab	923
Scarlet (Couesi) King Crab	924

Harvest retained for personal use consumption (code 95) must be recorded in pounds on the fish ticket.

Harvest caught prior to directed fishing or incidentally caught throughout the fishing trip and retained or utilized for bait (code 92) must also be recorded in pounds on the fish ticket.

Contact ADF&G groundfish biologists at your local office for further clarification on an unknown species and the applicable code.

**3. Delivery Condition Code (Deliv. Code)** (*Figure 8*) – enter the ADF&G condition code that best describes the condition of the catch at the point it is weighed. Please reference the ADF&G Fish Ticket Codes, Groundfish/Shellfish, dated **2002** for the appropriate code.

Codes that indicate the fish was **WHOLE OR ROUND WEIGHT** at the point weighed include:

- a) 01 – Whole fish/food fish
- b) 02 – Whole fish/bait sold
- c) 41 – Whole fish destined for fish meal production
- d) 42 – Bled fish/fish meal – for fish meal production
- e) 86 – Donated prohibited species destined for a food bank
- f) 88 – Whole fish/discarded, infested with fleas
- g) 89 – Whole fish/decomposed or previously discarded
- h) 92 – Whole fish retained for bait – not sold
- i) 93 – Whole fish/damaged by observer sampling procedures
- j) 95 – Personal use – not sold
- k) 98 – Discarded at Sea
- l) 99 – Discarded onshore – after delivery/before processing

Many of these condition codes indicate how the catch was used – its disposition. If the catch was not in a whole weight state at the point weighed and the disposition is donation, personal use, or discard - please handwrite the delivery condition next to the item on the ticket. For example, if the fish are being retained for personal use and were gutted at the point weighed then handwrite “gutted” in available space next to the species code for this harvest item.

#### **At-Sea Processors:**

The following condition codes are considered ancillary products (to the primary product) only and are not converted to whole weight:

- a) 14 – Roe only
- b) 15 – Pectoral Girdle only
- c) 16 – Heads only
- d) 17 – Cheeks
- e) 18 – Chins
- f) 19 – Belly
- g) 34 – Milt
- h) 35 – Stomachs
- i) 39 – Bones

The following condition codes **require** a product designation code of **Primary – P** indicating that this is the designated product made from each fish; or **Ancillary – A** indicating that this is the secondary product in addition to the Primary product from the same fish:

- a) 31 – Minced Fish
- b) 32 – Fish Meal
- c) 33 – Fish Oil

The **P** or **A** may be written next to the condition code.

1. **Pounds** – enter the LANDED weight (scales weight) in pounds. Harvest, sold or discarded, may **not** be entered on a fish ticket in metric tons.
2. **Price** – enter the price paid/received **per pound** for the recorded weight.
3. **Amount** – enter the monetary amount paid/received – the calculation of the pounds multiplied by the price per pound.

17. → 

Permit Holder's Signature	
Fish Received by	Date

18.

*Figure 10*  
*Bottom portion of the fish ticket.*  
*Signatures of seller and buyer.*

4. **Signature of the Permit Holder** (*Figure 10*)– the permit holder making the delivery must sign the fish ticket in the signature space provided.
5. **Fish Received By** (*Figure 10*) – the signature of the person authorized by the licensed purchaser and/or processor to receive the catch must sign the fish ticket in the signature space provided. No signature is required if the operation is exclusively in the EEZ (voluntary reporting - not required to submit fish tickets) and transshipped.
6. **Overages** – If a bycatch overage has been determined at the time of delivery, the overage must be documented as a separate item on the fish ticket. **The species, delivery condition, pounds, and price must be reported. The overage item(s) must be highlighted and marked with the word “overage.”**

**Southeast Alaska Processors** - if the overage relates to a state-managed fishery please contact the Sitka office of ADF&G for instruction - (907) 747-6688.

**Central Gulf of Alaska Processors** – if the overage relates to a state-managed fishery in the Prince William Sound/Cook Inlet areas, please contact the Homer office of ADF&G for instruction - (907) 235-1726 or 235-1728.

### **FISH TICKET REVISIONS AND OVERAGES**

The processor must provide ADF&G with any revisions to previously submitted fish tickets, including overages. The revised fish ticket should be a photocopy of the original fish ticket. The photocopy should clearly indicate in the body of the fish ticket, **“Revision.”** The correction or revision should be highlighted.

All overage adjustments to ADF&G fish tickets must be revised and submitted to the ADF&G office of original submission. **The species, delivery condition, pounds, and price must be reported. The overage item(s) must be highlighted and marked with the word “overage.”**

### **REPORTING SPECIFIC TO HALIBUT FISHERIES**

At the time of initial offload, the **scale weight** of the IFQ halibut harvest should be recorded on the fish ticket. The delivery condition code of the fish at the point it is weighed should be recorded on the fish ticket. The field to record the delivery condition code is titled, “Deliv. Code.” Delivery condition codes to be utilized with halibut are:

- a) 04 – gutted, head on (gutted only)
- b) 05 – gutted, head off (headed/gutted).

Please indicate if the halibut weight includes or does not include ice and slime (unwashed fish at the point it is weighed). Record beside all weights, **“W ICE & SLIME”** or **“W/O ICE & SLIME.”**

IFQ quota share holders may retain a portion of their halibut catch after the off-load has been weighed and documented for:

- a) personal use,
- b) future sale via dockside,
- c) future sale to another processor.

If retained catch is for personal use and consumption, the harvest, pounds and delivery condition code, should be recorded on the ADF&G fish ticket in the space provided in the lower right-hand corner of the form (*Figure 11*).

If a portion of the catch is retained for future sale, the catch should be recorded in the itemized catch portion of the fish ticket (non-personal use section). The species, pounds, and the disposition code **87** (harvest retained for future sale) should be recorded.

Personal Use – 95 – Not Sold: Specify Species, Condition and LBS.								
SPECIES	COND	POUNDS	SPECIES	COND	POUNDS	SPECIES	COND	POUNDS

*Figure 11*  
Lower right hand portion of the halibut/sablefish fish ticket.  
Personal Use Information

**The halibut only disposition code 87 – harvest retained for future sale – is reserved for halibut harvest only.** The future sale may be via dockside sales or to another processor. Halibut retained for these purposes shall not be recorded on the fish ticket as personal use – code 95. State law precludes the sale of personal use harvest.

When the retained harvest is sold to another processor or via dockside sales, a second fish ticket shall be completed. All information elements on the second fish ticket must be completed including the species, delivery condition code, the weight of the halibut and the price paid.

#### **COMMUNITY DEVELOPMENT QUOTA SPECIFIC FISHERIES**

Completion of an ADF&G fish ticket is **required** for all harvest in connection with a CDQ fishery. Tickets should be completed following the instructions provide in this document. Price per pound and amount **must** be provided for all purchased CDQ harvest. Following are additional requirements for completion of an ADF&G Series “**G**” and “**P**” fish ticket as required by 5 AAC 39.130 and 5 AAC 16.05.675. If you are unsure of proper procedures, contact the local ADF&G office representative. ADF&G office locations, addresses and telephone numbers are provided in the attachment to this document. Tickets that are not completed in the proper format, or are incomplete, are subject to prosecution under non-compliance regulations.

1. CDQ AND NON-CDQ HARVEST MAY NOT BE REPORTED ON THE SAME FISH TICKET.
2. MULTIPLE CDQ CORPORATION HARVEST MAY NOT BE REPORTED ON THE SAME FISH TICKET.
3. The CDQ Corporation number **must** be provided in the labeled box. Please do not place AFA or IFQ codes in this box.
4. No unique CDQ species or delivery condition codes are required to document catch.

5. ADF&G fish tickets must be completed at least once a week or when harvest has occurred in 10 statistical areas.
6. All other requirements as listed above (items 1 through 19).

#### **MOTHERSHIP OPERATIONS**

Mothership operators should follow NMFS regulations, **50 CFR part 679**, for direction on the completion of ADF&G fish tickets.

The Alaska Department of Fish and Game administers all programs and activities free from discrimination based on race, color, national origin, age, sex, religion, marital status, pregnancy, parenthood, or disability. The department administers all programs and activities in compliance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, and Title IX of the Education Amendments of 1972.

If you believe you have been discriminated against in any program, activity, or facility, or if you desire further information please write to ADF&G, P.O. Box 25526, Juneau, AK 99802-5526; U.S. Fish and Wildlife Service, 4040 N. Fairfield Drive, Suite 300, Arlington, VA 22203 or O.E.O., U.S. Department of the Interior, Washington DC 20240.

For information on alternative formats for this and other department publications, please contact the department ADA Coordinator at (voice) 907-465-4120, (TDD) 907-465-3646, or (FAX) 907-465-2440.



## ALASKA DEPARTMENT OF FISH AND GAME LOCAL OFFICES

Please complete all information requested on the fish ticket. Be sure to submit completed fish tickets at least once a week or as otherwise specified by ADF&G for each particular area and fishery (5 AAC 39.130). Submit completed fish tickets to the ADF&G office in the area where fish are landed. Exclusive Economic Zone operators not landing in Alaska must submit completed fish tickets to Computer Services Division of Commercial Fisheries at ADF&G headquarters in Juneau.

### ANCHORAGE

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
333 Raspberry Road  
Anchorage, AK 99518-1599  
Tel: (907) 267-2104

### BETHEL

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
P.O. Box 1467  
Bethel, AK 99559-1467  
Tel: (907) 543-2433

### COLD BAY (May 1–September 30)

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
P.O. Box 50  
Cold Bay, AK 99571-0050  
Tel: (907) 532-2419

### CORDOVA

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
P.O. Box 669  
Cordova, AK 99574-0669  
Tel: (907) 424-3212

### DILLINGHAM

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
P.O. Box 230  
Dillingham, AK 99576-0230  
Tel: (907) 842-5227

### DUTCH HARBOR

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
P.O. Box 920587  
Dutch Harbor, AK 99692-0587  
Tel: (907) 581-1239

### EMMONAK (June 1–August 31)

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
P.O. Box 127  
Emmonak, AK 99581  
Tel: (907) 949-1320

### FAIRBANKS

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
1300 College Road  
Fairbanks, AK 99701-1599  
Tel: (907) 459-7274

### HAINES

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
P.O. Box 330  
Haines, AK 99827-0330  
Tel: (907) 766-2830

### HOMER

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
3298 Douglas Place  
Homer, AK 99603-8027  
Tel: (907) 235-8191

### JUNEAU HEADQUARTERS

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
Computer Services Section  
1255 W. 8th Street  
P.O. Box 25526  
Juneau, AK 99802-5526  
Tel: (907) 465-4210

### JUNEAU REGIONAL OFFICE

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
Douglas Island Center Building  
802 Third Street  
P.O. Box 240020  
Douglas, AK 99824-0020  
Tel: (907) 465-4250

### KETCHIKAN

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
2030 Sea Level Drive, Suite 205  
Ketchikan, AK 99901-6064  
Tel: (907) 225-5195

### KINGSALMON

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
P.O. Box 37  
King Salmon, AK 99613-0037  
Tel: (907) 246-3341

### KODIAK

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
211 Mission Road  
Kodiak, AK 99615-6399  
Tel: (907) 486-1825

### KOTZEBUE

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
P.O. Box 689  
Kotzebue, AK 99752-0689  
Tel: (907) 442-3852

### NOME

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
Pouch 1148  
Nome, AK 99762-1148  
Tel: (907) 443-5167

### PETERSBURG

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
P.O. Box 667  
Petersburg, AK 99833-0667  
Tel: (907) 772-3801

### SAND POINT (May 1–September 30)

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
P.O. Box 129  
Sand Point, AK 99661-0129  
Tel: (907) 383-2066

### SITKA

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
304 Lake Street, Room 103  
Sitka, AK 99835-7563  
Tel: (907) 747-6688

### SOLDOTNA

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
43961 Kalifornski Beach Road, Suite B  
Soldotna, AK 99669-8367  
Tel: (907) 262-9368

### UNALASKA (May 15–September 15)

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
P.O. Box 1148  
Nome, AK 99762-1148  
Tel: (907) 443-5167

### YAKUTAT

Alaska Department of Fish and Game  
Division of Commercial Fisheries  
P.O. Box 49  
Yakutat, AK 99689-0049  
Tel: (907) 784-3255